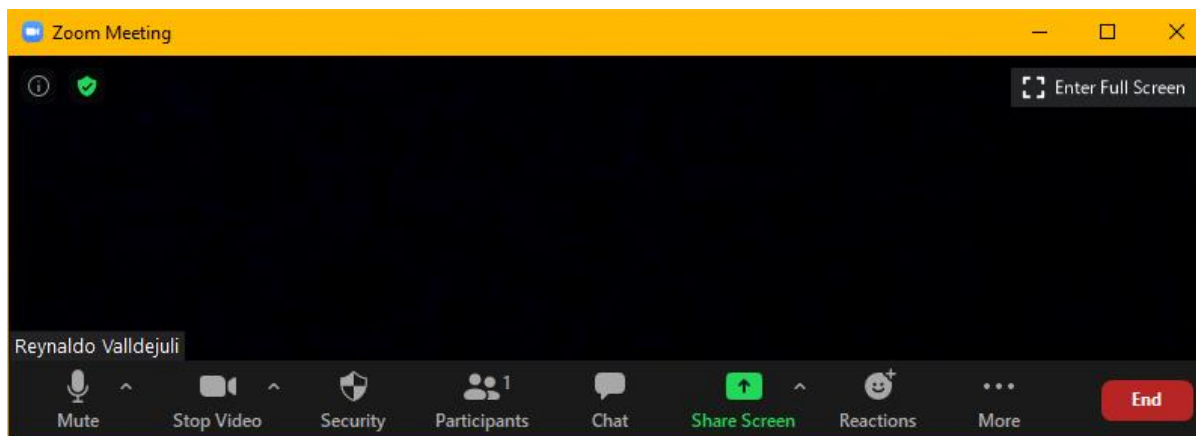


Zoom Meeting Preparation

- Please make sure your phone or computer is muted to minimize background noise.
- To do this, hover over the bottom left-hand side of your screen and click “Mute.”
- Please make sure you have turned off your camera to save bandwidth and prevent any connectivity issues.
- To do this, hover over the bottom left-hand side of your screen and click “Stop Video.”
- Please submit questions during the presentation in the “Chat” function located on the bottom of your screen.



- A copy of this webinar can be found on the [EdLink360 Support page](#)
- To Join the Webinar: <https://ldoe.zoom.us/j/95076292137>
- We will start the recording of this webinar now.

Louisiana Believes

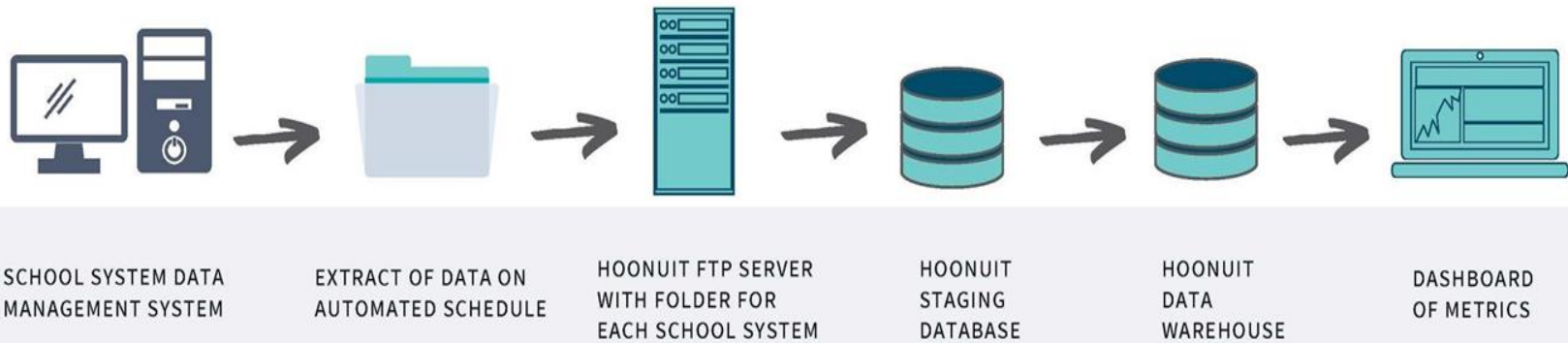
EdLink 360 File Processing Dashboard Training
Training 1 (File Errors and Record Rejection)
December 3, 2020



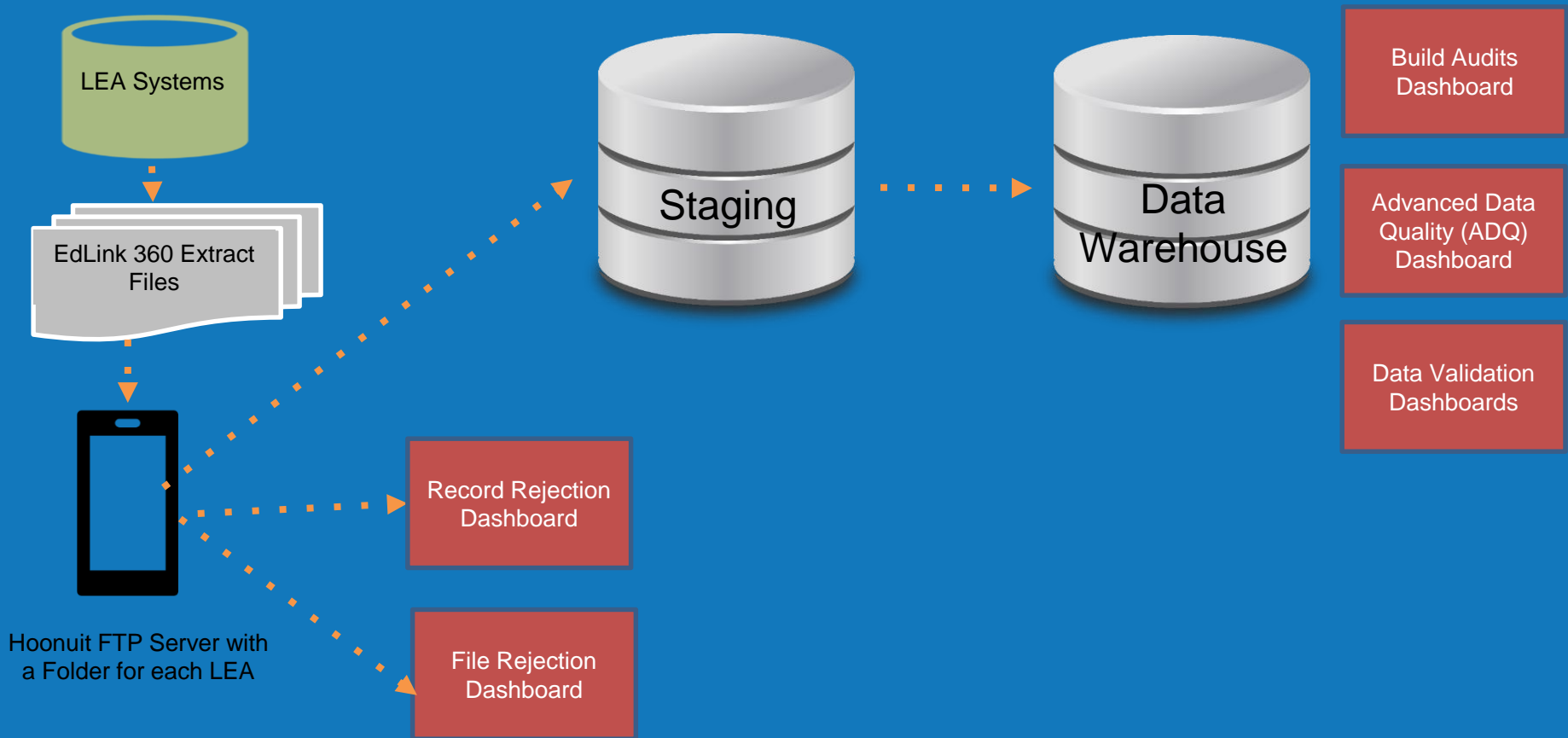
2020-2021 File Processing Trainings

File Processing Trainings		DATE
Training 1:	File Errors and File Record Rejections	Thursday, Dec 3 @ 2:00pm
Training 2:	Build Audits and Data Quality	Thursday, Dec 10 @ 2:00pm
Training 3:	Data Validation Dashboards	Thursday, Dec 17 @ 2:00pm

Data Flow for Extract Submission to Data Warehouse



File Submission to Error Checking



Usage and Data Section

There are 5 main dashboards you will want to use **in this order**:

Data Processing:

1. File Errors (Training 1)
2. File Record Rejection (Training 1)
3. Build Audits (Training 2)

Data Quality:

4. Data Quality (Training 2)

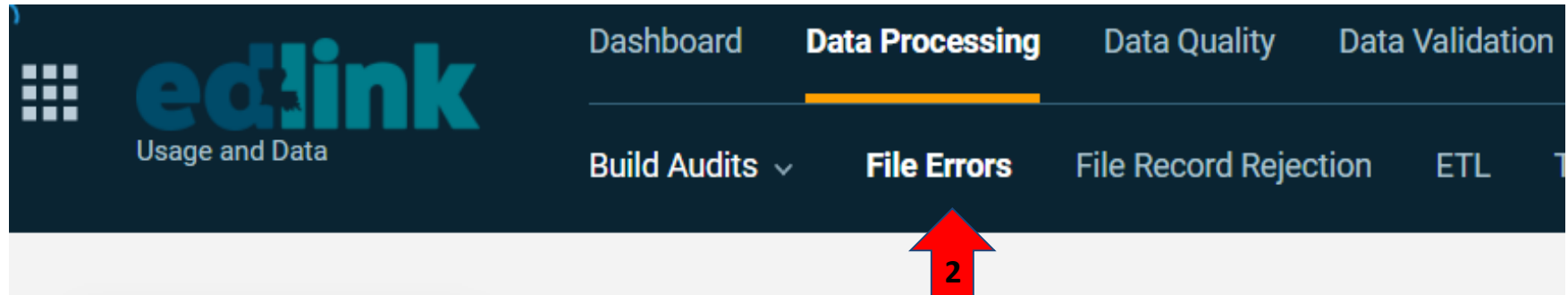
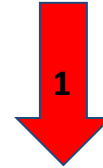
Data Validation – these dashboards are currently the Validation Reports that are dropped on the FTP and can be viewed in any order.

5. Data Validation Dashboards (Training 3)
 - a. Student Data Validation
 - b. Staff Data Validation
 - c. Classes Data Validation
 - d. Assessments Data Validation

How do I get to File Processing and Data Validation Dashboards?

The screenshot displays the edlink web application interface. At the top, a dark blue navigation bar contains the edlink logo on the left and a series of menu items: District, Enrollment (highlighted with an orange underline), SPED, Attendance, and Behavior. Below this, a secondary navigation bar shows Enrollment Overview (highlighted), Admissions, and Withdrawals. A dropdown menu is open from the Enrollment menu, listing Training Folder, Validation, Essentials, Usage and Data (highlighted in yellow), and Development Tools. The main content area features a large heading 'Overview' and a section titled 'Enrollment Information' with three icons: a share icon, a monitor icon, and a gear icon. To the right of this section, a text box asks, 'How many students have been enrolled?'. The background of the dashboard is light gray with a subtle grid pattern.

Data Processing/File Errors



Data Processing/File Errors

- Errors are present in the file that **PREVENT** processing
- There are issues with the extract.
 - Vendor's programming is incorrect or LEA created extract is incorrect
 - Contact the Vendor or review file requirements per extract to fix the issues
 - These should be resolved once and not recur
- Some examples of **file errors**:
 - Incorrect delimiter, File Type, or Encoding
 - More columns than in Extract Specification
 - Required Columns Missing from Extract

EdLink 360 Extract File Attributes

Extract File Attributes: The EdLink 360 extract files must be programmed by the vendors exactly as described in the extract file specifications:

- File names should be in **lowercase** the same as the extract name (e.g. *staff.tsv*, *staff_ext.tsv*, etc.)
- All extract files should be tab delimited, with **.tsv** extension
- Files should have UTF-8 encoding **without** BOM
- The **column header names** must match the extract file layout exactly and be in **UPPER case**. Underscores must be included (e.g. *DATE_TYPE_VALUE*, *DISTRICT_CODE*, etc.)
- Optional fields may be omitted (**omit the header and the data**)
- All date fields must be formatted as MM/DD/YYYY (including the slashes)
- Character fields:
 - All character fields should be enclosed in quotation marks “xx” with no embedded tabs, newlines, or double quotes
 - All character fields must be trimmed (no trailing blanks)

File Errors



Dashboard **Data Processing** Data Quality Data Validation

Build Audits ▾ **File Errors** File Record Rejection ETL Tasks by Build Number Assessments



Filter Data ▾



016 ✕ BUILD DW_ETL ✕

Latest Loaded Tables

40

Latest Not Loaded Tables

1

File Audits



AUDIT_TIMESTAMP	BUILD_NUMBER ▾	DISTRICT_CODE	FILE_TYPE	FILE_NAME	FILE_SCHOOL_YEAR	FILE_PATH
7/24/2020 04:52:25	18287	016	DISCIPLINE_OFFENSES	discipline_offenses_20200630202646.tsv - 2019-2020	N/A	/var/opt/k12intel/dev/data/LDOE
7/24/2020 04:51:54	18287	016	STAFF_EXT	staff_ext_20200630202646.tsv - 2019-2020	N/A	/var/opt/k12intel/dev/data/LDOE
7/24/2020 04:50:15	18287	016	DISCIPLINE_INCIDENTS_EXT	discipline_incidents_ext_20200630202646.tsv - 2019-2020	N/A	/var/opt/k12intel/dev/data/LDOE
7/24/2020 04:47:44	18287	016	STAFF	staff_20200630202646.tsv - 2019-2020	N/A	/var/opt/k12intel/dev/data/LDOE
7/24/2020 04:46:18	18287	016	DISCIPLINE_ACTIONS	discipline_actions_20200515132649.tsv - 2019-2020	N/A	/var/opt/k12intel/dev/data/LDOE
7/24/2020 04:45:21	18287	016	STAFF_ASSIGNMENTS_EXT	staff_assignments_ext_20200630202646.tsv - 2019-2020	N/A	/var/opt/k12intel/dev/data/LDOE
7/24/2020 04:42:03	18287	016	ENROLLMENTS	enrollments_20200630202646.tsv - 2019-2020	N/A	/var/opt/k12intel/dev/data/LDOE

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Data Processing/File Record Rejection

- These issues are generally due to errors in the data itself in the system of record or vendor extract **missing required fields**
- Some examples of **file record rejection** errors:
 - Data does not match data type for column
 - Data exceeds length specified for column
 - More than one record with same local key

Data Processing/File Record Rejection

EdLink 360 (DEV) Hoonuit Dashboard

dev.reports.edlink.la.gov/DashboardDev/dashboard/3939

Dashboard | **Data Processing** | Data Quality | Data Validation

Build Audits | File Errors | **File Record Rejection** | ETL | Tasks by Build Number | Assessments

Filter Data

DeSoto Parish (016)

Rejected Records

START TIME	AUDIT TIMESTAMP	PROCESS ID	PROCESS NAME	SEVERITY	PROCESS FILE LINEAGE	LIN
7/24/2020 11:51:20	7/24/2020 04:51:25	18287	EXTRACT STAFF_EXT	High	/var/opt/k12intel/dev/data/LDOE/016/File_Extracts/STAFF_EXT/staff_ext_20200630202646.tsv	
7/24/2020 11:51:20	7/24/2020 04:51:25	18287	EXTRACT STAFF_EXT	High	/var/opt/k12intel/dev/data/LDOE/016/File_Extracts/STAFF_EXT/staff_ext_20200630202646.tsv	
7/24/2020 11:51:20	7/24/2020 04:51:26	18287	EXTRACT STAFF_EXT	High	/var/opt/k12intel/dev/data/LDOE/016/File_Extracts/STAFF_EXT/staff_ext_20200630202646.tsv	
7/24/2020 11:42:07	7/24/2020 04:42:11	18287	EXTRACT K3_ASSESSMENTS	High	/var/opt/k12intel/dev/data/LDOE/016/File_Extracts/K3_ASSESSMENTS/k3_assessments_20200630202646.tsv	
7/24/2020 11:42:07	7/24/2020 04:42:11	18287	EXTRACT K3_ASSESSMENTS	High	/var/opt/k12intel/dev/data/LDOE/016/File_Extracts/K3_ASSESSMENTS/k3_assessments_20200630202646.tsv	
7/24/2020 11:42:07	7/24/2020 04:42:11	18287	EXTRACT K3_ASSESSMENTS	High	/var/opt/k12intel/dev/data/LDOE/016/File_Extracts/K3_ASSESSMENTS/k3_assessments_20200630202646.tsv	
7/24/2020 11:42:07	7/24/2020 04:42:11	18287	EXTRACT K3_ASSESSMENTS	High	/var/opt/k12intel/dev/data/LDOE/016/File_Extracts/K3_ASSESSMENTS/k3_assessments_20200630202646.tsv	
7/24/2020 11:42:07	7/24/2020 04:42:11	18287	EXTRACT K3_ASSESSMENTS	High	/var/opt/k12intel/dev/data/LDOE/016/File_Extracts/K3_ASSESSMENTS/k3_assessments_20200630202646.tsv	
7/24/2020 11:42:07	7/24/2020 04:42:11	18287	EXTRACT K3_ASSESSMENTS	High	/var/opt/k12intel/dev/data/LDOE/016/File_Extracts/K3_ASSESSMENTS/k3_assessments_20200630202646.tsv	

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Questions